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18 OCT 1974

MEMORANDUM FOR: Deputy Director for Administration

SUBJECT : Orientation for Spouses of New Employees

REFERENCE : Memorandum from Administration Advisory Group to DD/A, dtd 18 September 1974, Same Subject (DDA 74-3703; OS 4 0937)

1. This memorandum is for information only.
2. Pursuant to the request from the Executive Officer, DDA, dated 30 September 1974, we have reviewed the proposal by the Administration Advisory Group recommending that you consider setting up an orientation course for the spouses of new Agency employees.
3. Personnel of the Office of Security have mixed emotions as to the merit of this suggestion. Some feel that this type of orientation would serve a useful purpose from the standpoint of acquainting them with the unique restrictions which necessarily must apply to individuals affiliated with CIA. Others believe it is totally unnecessary in light of the "open house" program for relatives and employees and the dependent briefings given prior to the departure of an individual for overseas. Others believe that this is far to paternalistic and such a program should not be initiated by the Agency.
4. My personal concern is the return on the investment. Our staff has been reduced and we have been forced to drop functions due to a reduction of personnel. There are many things in the Security area we would like to do but are prevented from doing because of the lack of personnel. The manpower devoted to such a program would adversely affect some of our other programs, and frankly if we were given additional manpower in the Office of Security, I doubt if we would apply it to such a program if left to our own choice.

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5. In summary, we find some merit in the program but question whether the merit outweighs the cost involved. If such a program is initiated, however, we strongly believe that it should be limited to one day or less, should be restricted to spouses of new employees, and should be a voluntary program and not a mandatory one.

[REDACTED]

STATINTL

Charles W. Kane
Director of Security

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